

## Term Contract No. 870A

STATE OF NORTH CAROLINA, DEPARTMENT OF ADMINISTRATION		
DIVISION OF PURCHASE AND CONTRACT		
116 West Jones Street, Raleigh, NC 27603-8002		
<b>Term Contract</b>	<b>870A</b>	<b>Blinds, Venetian</b>
<b>Effective Dates</b>	<b>July 1, 2013 through January 31, 2017</b>	
<b>Bid Number</b>	201300701	
<b>Administrator</b>	Bahaa Jizi	
<b>Phone</b>	(919) 807-4520	
<b>Fax</b>	(919) 807-4510	
<b>E-Mail</b>	<a href="mailto:Bahaa.jizi@doa.nc.gov">Bahaa.jizi@doa.nc.gov</a>	
<b>Last Updated</b>	October 20, 2016	

### 1. General Information

This contract is intended to cover the state's normal requirements for Venetian Blinds.

#### NOTE:

**Please do not contact the Contractors for measurement and installation, unless you are seriously considering on issuing a purchase order.**

**Please note: Invoices on blinds and installation in excess of \$2500 must not be released until final quality control acceptance is complete.**

### 2. Scope of Contract

The scope of this contract is limited to Venetian Blinds.

This is a **mandatory** contract for use by all state agencies, departments, institutions, universities, community colleges, public school units (except those exempt by statute) and certain non-state agencies.

In accordance with North Carolina General Statutes, certain non-state entities described below, may participate in this contract on a voluntary basis. Any of the non-state entities that choose to participate in this contract must abide by the terms and conditions that are set forth in this contract.

Nonprofit corporations operating charitable hospitals, local nonprofit community sheltered workshops or centers that meet standards established by the Division of Vocational Rehabilitation of the Department of Health and Human Services, private nonprofit agencies licensed or approved by the Department of Health and Human Services as child placing agencies, residential child-care facilities, private nonprofit rural, community, and migrant health centers designated by the Office of Rural Health and Resource Development, private higher education institutions, counties, cities, towns, governmental entities, volunteer fire departments, rescue squads, and other subdivisions of the State and public agencies thereof.

### 3. Taxes

Prices or Discounts shown herein do not include any North Carolina sales, disposal or use taxes.

### 4. Abnormal Quantities

Any agency requirement that exceeds \$35,000.00 must be forwarded to the Division of Purchase and Contract for processing. The Division, at its sole discretion, may process any such requirement in one of the following ways:

1. Purchase may be authorized at the current level of pricing with the current contract vendor(s)
2. Additional discounts from the current level of pricing may be negotiated with the current contract vendor(s)
3. A separate Invitation for Bids may be issued for the requirement

### 5. Minimum Orders

This contract will be for a minimum order of \$250.00 for any single order\*. Users are not required to use this contract for orders less than the minimum order; however, the user may elect to use this contract for orders less than the minimum

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order, if the contractor elects to accept such orders. In such cases, the order will be shipped prepaid, with transportation charges added to the invoice as a separate item.

\*A single order is defined as the total cost of the items ordered, not the total of the purchase order.

## 6. Placement of Orders

Orders will be placed throughout the contract period on an as-needed basis for the quantity required at the time, and will be issued directly to the respective contractor(s).

## 7. Contract Changes

Contract changes, if any, over the life of the contract are implemented by contract addenda released by the Contract Administrator to the contractor. If the contractor is accepting orders and/or delivering through other parties, for example a manufacturer accepting orders and delivering through a dealer network or dealers receiving orders through a network of other dealers, then it is the responsibility of the contractor to apprise such parties of all such contract addenda.

There will be no provision in this contract for any increase or reduction in the contract prices for any installation for a state agency or public school without approval from the Division of Purchase and Contract.

## 8. Substitutions

Substitutions are not permitted without prior written approval of this division. Failure of the contractor to comply with this requirement may result in the removal of the contractor from the contract.

## 9. Transportation Charges

All goods shall be delivered **FOB DESTINATION** for all orders equal to, or greater, than the **minimum order**, when shipped to a single destination. Orders for less than the **minimum order** will be shipped prepaid, with transportation charges added to the invoice as a separate item. Transportation charges levied by the contractor for orders equal to, or greater than the **minimum order**, when shipped to a single destination, may be cause for removal of the contractor from the contract. In instances where the contractor makes partial shipments of an order to one destination which is equal to, or greater than, the **minimum order**, all shipments of the order shall be sent FOB DESTINATION with NO additional transportation charges.

## 10. Delivery

This contract provides for blinds to be furnished only or furnished and installed. In instances where "furnish only" is requested, blinds are to be delivered within a guaranteed delivery schedule.

- **The Dize Company shall complete delivery within 14 to 20 days after receipt of order.**
- **Commonwealth Blinds & Shades shall complete delivery within 21 days after receipt of order.**

In the event the delivery is not received within the contract delivery period, the contractor may be held in default in accordance with paragraph 1, DEFAULT AND PERFORMANCE BOND in the North Carolina General Contract Terms and Conditions, and the state may procure the articles or services from other sources and hold the contractor responsible for excess cost occasioned thereby.

It is important that agencies make the contract administrator aware of delivery problems.

If circumstances beyond the control of the contractor result in a late delivery, it is the responsibility and obligation of the contractor to make the details known immediately to the contract administrator.

## 11. Delivery/Installation

This contract provides for blinds to be furnished only or furnished and installed. In instances where "furnish and install" is requested, blinds are to be delivered and installed within a guaranteed delivery and installation schedule.

- **The Dize Company shall complete delivery and installation within 30 days after receipt of order.**
- **Commonwealth Blinds & Shades shall complete delivery and installation within 30 days after receipt of order.**

In the event the delivery is not received within the contract delivery period, the contractor may be held in default in accordance with paragraph 1, DEFAULT AND PERFORMANCE BOND in the North Carolina General Contract Terms and Conditions, and the state may procure the articles or services from other sources and hold the contractor responsible for excess cost occasioned thereby.

It is important that agencies make the contract administrator aware of any delivery or installation problems.

If circumstances beyond the control of the contractor result in a late delivery and installation, it is the responsibility and obligation of the contractor to make the details known immediately to the contract administrator.

## 12. Measurements

For agency installation of Venetian Blinds, please follow the guidelines listed in **paragraph 13** for taking measurements.

If installation is to be performed by the agency, measurements should be taken by the agency. It should not be necessary to have a contractor take measurements.

In situations where the contractor will be installing blinds and the agency needs assistance in performing measurements, it is the obligation of the contractor to take on-site measurements. Requests for on-site measurements should be forwarded to the contractor in writing, with the using agency's purchase order number, to be confirmed once the actual measurements are complete and the estimate finalized. A purchase order should result in all instances, unless the estimate exceeds budgetary allowances. Any abuse of this service by agencies should be reported to the contract administrator.

All requests for measurements should be made in written form by the using agency. The State will not be responsible for and misunderstandings that results from oral requests.

- **The Dize Company shall complete on-site measurements within 10 to 20 days after request from the user.**
- **Commonwealth Blinds & Shades shall complete on-site measurements within 14 days after request from the user.**

In the event the on site measuring is not completed within the contracted time period, the contractor may be held in default in accordance with paragraph 1, DEFAULT AND PERFORMANCE BOND in the North Carolina General Contract Terms and Conditions, and the state may procure the articles or services from other sources and hold the contractor responsible for excess cost occasioned thereby.

It is important that agencies make the contract administrator aware of any measurement problems.

**Any additional charges beyond the standard measurement & installation of the blinds shall be quoted separately by the contractor and must have written approval from the Using Agency prior to start of work. These additional charges to include the following:**

- **Lift**
- **Scaffolding**
- **Ceiling tile removal**
- **Large projects beyond the scope of the original bid requirements/specifications**
- **Out side channels for audio visual blinds.**

### 13. How to Take Measurements

In order to perform field measurements for venetian blinds, first you have to determine whether the blinds are to be mounted inside or outside the window. Please specify which method of installation will be required.

If an inside mount is required, the width of the window should be measured at the top, the middle, and the bottom, with the smallest measurement being the measurement recorded. The length of the window should be taken on the left and on the right sides, with the longest measurement being the measurement recorded. The manufacturer will take the necessary deductions.

Width x Length – (Width Is Always Listed First) – If an outside mount is required, the Width of the window should be measured at the top, the middle, and the bottom, with the smallest measurement being the measurement recorded minus 1/4 inch to allow room for the brackets to be installed. The Length of the window should be taken on the right and the left sides, with the smallest measurement being the measurement recorded (do not deduct 1/4 inch from this measurement).

Width x Length – (Width Is Always Listed First) – For continuous curtain wall windows where outside mount is required, measure the Width from center line of window mullion to center line of window mullion, record this dimension. This should be treated as an inside measurement as stated above.

Call contractor if questions should arise prior to placing your order.

### 14. Contractor Responsibilities

It is the responsibility of the contractor to call on any state agency, institution, public school, university, or participating non-state agency to discuss requirements and upon written request, take and guarantee measurements. Contractor is obligated to respond to such requests. Contractors responding to telephone requests for measurements will do so at their own risk. The State will not be responsible for misunderstandings resulting from oral requests.

#### 14.A. Clean Up

Upon completion of installation, vendor shall clean up and dispose of all debris occasioned by his work. All debris is to be removed from premises and rooms shall be left broom clean. If existing blinds are removed, disposal of such should be at the direction of the using agency and if desired, the responsibility of the contractor. Disposal of blinds may be off-premises, at the direction of the user. The use of agency dumpster is strictly prohibited.

#### 14.B. Labels

All blinds sold under this contract shall be labeled inside the headrail with **CONTRACTOR'S name and date of shipment**. If the contractor installs blinds, the date of installation must be shown in place of the shipment date. Failure to identify blinds will result in rejection by Quality Assurance Inspectors and invoices will not be released until such omission is corrected.

### 15. Quality Acceptance Inspection

**Installations in excess of \$2500.00 are required to have a Quality Assurance Inspection.**

The contractor(s) shall provide a copy of all invoices that total \$2500.00 and over per location and a copy of the floor layout to show room numbers and the number of windows with installation.

Invoices shall indicate:

- a) Type of Blinds
- b) Number of blinds at each size
- c) Square footage of each blind
- d) Total number of blinds
- e) Total square footage
- f) Quantity Discounts
- g) Itemized Additional Charges
- h) Installation Charge
- i) Total Price

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Such invoices shall be forwarded to the attention of	Quality Assurance Inspection Division of Purchase and Contract 1305 Mail Service Center Raleigh, NC 27699
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Invoices shall be sent on accumulative monthly basis.

Failure of the contractor to comply with this requirement may result in the removal of the contractor from the contract.

Upon acceptance by quality assurance inspection to determine compliance with specifications, terms and conditions of this contract, approval for payment of this invoice will be forwarded to the using agency.

**INVOICES WILL NOT BE PAID BY THE USING AGENCY UNTIL QUALITY ACCEPTANCE HAS BEEN APPROVED.**

### 16. Re-Inspection

If re-inspection is required, it is the contractor's responsibility to submit an inspection request, in writing, to the Quality Assurance Inspections Office. Such requests may be faxed to 919-807-4510

### 17. Order Placement Via E-Procurement (Catalog Items)

- a. Click on the following link: <http://eprocurement.nc.gov>
- b. When placing an order in the e-procurement system, the very first thing to do is to go to the catalog tab and select options. After you have selected options, select contract ID. In the contract ID space type in the contract ID number, 870A.
- c. Please make sure the keywords space is blank and the contract ID is typed in the contract ID section.
- d. After selecting the contract ID and to narrow the search to a particular manufacturer, select the manufacturer from the drop down
- e. When the item to be ordered has been located, complete the requisition and issue the purchase order.

### 18. Item Pricing Information

The minimum charge per blind is based on 12 square feet.

**18.A. 1" Aluminum Slat Blinds**

1" Aluminum Slat Blinds – Type III

Price includes all colors, slats and tapes. FOB any destination in NC.

Colors: Contact the contractor for color chart.

Accessories: Additional charges for accessories apply equally and alike to all base prices offered above.

Pricing for each item includes installation of the accessories, where applicable.

All agencies are urged to remove existing blinds and/or shades and hanging brackets prior to installation by contractor.

<b>Contractor</b>	<b>Manufacturer</b>	<b>Item/Brand Model Number</b>	<b>Cost</b>
<b>The Dize Company</b>	<b>Spring Window</b>	1" Blind, Bali Classic	\$1.70 Per Square Foot
		Installation of 1" Blind	\$0.42 Per Square Foot
		Extension Brackets	\$2.5 Each
		Hold Down Brackets	\$1.25 Per Set Per Blind
		Removal of Existing Blind or Shade	\$4.20 Each
		Cut Outs for Window Air Conditioner Units	\$50.00 Per Blind
		Minimum Installation Charge Per Location (See paragraph 18 for explanation.)	\$200..00 Per Location
<b>Commonwealth Blinds &amp; Shades</b>	<b>Hunter Douglas</b>	Decor CD-80 1" Blind	\$2.34 Per Square Foot
		Installation of 1" Blind	\$0.47 Per Square Foot
		Extension Brackets, Mfr.: HD	\$4.29 Each
		Hold Down Brackets, Mfr.: HD	\$2.18 Per Set Per Blind
		Removal of Existing Blind or Shade	\$8.14 Each
		Cut Outs for Window Air Conditioner Units	\$50.00 Per Blind
		Minimum Installation Charge Per Location (See paragraph 18 for explanation.)	\$225.00 Per Location

**18.B. 2" Aluminum Slat Blinds**

2" Aluminum Slat Blinds – Type 1

Price includes all colors, slats and tapes. FOB any destination in NC.

Colors: Contact the contractor for color chart.

Accessories: Additional charges for accessories apply equally and alike to all base prices offered above.

Pricing for each item includes installation of the accessories, where applicable.

All agencies are urged to remove existing blinds and/or shades and hanging brackets prior to installation by contractor.

<b>Contractor</b>	<b>Manufacturer</b>	<b>Item/Brand Model Number</b>	<b>Cost</b>
<b>Commonwealth Blinds &amp; Shades</b>	<b>Hunter Douglas</b>	H200 2" Blind	\$3.97 Per Square Foot
		Installation of 2" Blind	\$0.54 Per Square Foot
		Extension Brackets, Mfr.: HD	\$4.29 Each
		Hold Down Brackets, Mfr.: HD	\$2.18 Per Set Per Blind
		Removal of Existing Blind or Shade	\$7.10 Each
		Cut Outs for Window Air Conditioner Units	\$50.00 Per Blind
		Minimum Installation Charge Per Location (See paragraph 18 for explanation.)	\$225.00 Per Location
<b>The Dize Company</b>	<b>Spring Window</b>	2" Blind, Bali	\$3.25 Per Square Foot
		Installation of 2" Blind	\$0.45 Per Square Foot
		Extension Brackets	\$2.50 Each
		Hold Down Brackets	\$1.25 Per Set Per Blind
		Removal of Existing Blind or Shade	\$6.00 Each
		Cut Outs for Window Air Conditioner Units	\$50.00 Per Blind
		Minimum Installation Charge Per Location (See paragraph 18 for explanation.)	\$200.00 Per Location

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BIDDER: Commonwealth Blinds and Shades, Inc

## NC Supplier Contact Form

<b>Company Information</b>	
Company Name	<u>Commonwealth Blinds and Shades, Inc</u>
Address	<u>121 E Majestic Way Court</u>
City, State, Zip Code	<u>Kernersville, NC 27284</u>
Company Phone	<u>336-992-5212</u>
Company Fax	<u>336-992-5213</u>
Description of Products Sold	<u>Window Treatments</u>
Does your company utilize fulfillment partners/channel partners (dealers, distributors, resellers, etc.)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Customer Service Phone Number	<u>336-992-5212</u>
Federal Tax ID Number	<u>54-1878765</u>
Ariba Network ID (if applicable)	
Dun & Bradstreet Number	<u>00-330-7647</u>
Website URL (if applicable)	<u>www.commonwealthblinds.com</u>
<b>Business Contact – Person who understands NC relationships and who can serve as a project manager</b>	
First and Last Name	<u>Tammy Deal</u>
Job Title	<u>NC Sales Manager</u>
Phone Number	<u>336-992-5212</u>
Fax Number	<u>336-992-5213</u>
E-Mail Address	<u>tammyd@commonwealthblinds.com</u>
Address (if different from above)	
<b>Technical Contact – (If different from above) – Person within your organization who can assist with the creation of an electronic product catalog for your contract line items</b>	
First and Last Name	<u>Chris Witte</u>
Job Title	<u>President</u>
Phone Number	<u>804-746-9112</u>
Fax Number	<u>804-746-9113</u>
E-Mail Address	<u>chrisw@commonwealthblinds.com</u>
Address (if different from above)	<u>8529 Meadowbridge Rd, Mechanicsville, VA 23116</u>
<b>Corporate eCommerce Contact – (If different from above) – Person within your organization who best understands the company eCommerce initiatives and will communicate these initiatives to the organization</b>	
First and Last Name	<u>Chris Witte</u>
Job Title	<u>President</u>
Phone Number	<u>804-746-9112</u>
Fax Number	<u>804-746-9113</u>
E-Mail Address	<u>chrisw@commonwealthblinds.com</u>
Address (if different from above)	<u>8529 Meadowbridge Rd, Mechanicsville, VA 23116</u>



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BIDDER: Commonwealth Blinds and Shades, Inc.

QUESTIONNAIRE

THE FOLLOWING MUST BE FILLED IN BY THE BIDDER

**SERVICE - Installation**

Names, addresses and telephone numbers of representatives who will render services under this contract (Use additional sheets if necessary):

Name	<u>Express Blind Service</u>	Phone	<u>704-881-2398</u>
Address	<u>429 Turnersburg Highway</u>	Fax	
City, State, Zip	<u>Statesville, NC 28625</u>	Email	

Name	<u>Kenrick Ramlel</u>	Phone	<u>919-841-8699</u>
Address	<u>6894 Flower Hill Rd</u>	Fax	
City, State, Zip	<u>Middlesex, NC 27557</u>	Email	

Name	<u>Chris Hall</u>	Phone	<u>336-707-8491</u>
Address	<u>5741 Groomstown Rd</u>	Fax	<u>336-431-4123</u>
City, State, Zip	<u>Archdale, NC 27263</u>	Email	

Name	<u>Calvin Jones</u>	Phone	<u>336-226-7411</u>
Address	<u>1322 Jackson Street</u>	Fax	<u>336-229-9956</u>
City, State, Zip	<u>Burlington, NC 27217</u>	Email	

1) Are your installers full time employees of your company or will the installations be subcontracted? Explain in detail;

Commonwealth Blinds utilizes subcontractors who specialize in window treatment  
installations.

2) Show below the location of the plant facility where component assembly and repair work is to be performed.

Jobsite, Commonwealth facility, Hunter Douglas facility

3) Show below the location where blinds furnished under this contract are manufactured.

USA

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BIDDER: The Dize Company

## NC Supplier Contact Form

<b>Company Information</b>		
Company Name	The Dize Company	
Address	1512 South Main Street	
City, State, Zip Code	Winston-Salem, NC 27127	
Company Phone	336-722-5181 and 800-583-8243	
Company Fax	336-761-1334 and 800-733-1334	
Description of Products Sold	Venetian Blinds, vertical blinds, solar shades	
Does your company utilize fulfillment partners/channel partners (dealers, distributors, resellers, etc.)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Customer Service Phone Number	336-722-5181 or 800-583-8243 extensions 149, 102 and 109	
Federal Tax ID Number	56-1521484	
Ariba Network ID (if applicable)	N/A	
Dun & Bradstreet Number	00-322-0219	
Website URL (if applicable)	dizeco.com	
<b>Business Contact – Person who understands NC relationships and who can serve as a project manager</b>		
First and Last Name	Wanda Smith	Sheila Simmons
Job Title	Vice President	Customer Service Manager
Phone Number	336-722-5181 ext 102	336-722-5181 ext 149
Fax Number	336-761-1334	336-761-1334
E-Mail Address	wsmith@dizeco.com	ssimmons@dizeco.com
Address (if different from above)		
<b>Technical Contact – (if different from above) – Person within your organization who can assist with the creation of an electronic product catalog for your contract line items</b>		
First and Last Name	Bob Richardson	
Job Title	Manager of Operations	
Phone Number	336-722-5181 ext. 133	
Fax Number	336-722-5075	
E-Mail Address	brichardson@dizeco.com	
Address (if different from above)		
<b>Corporate eCommerce Contact – (if different from above) – Person within your organization who best understands the company eCommerce initiatives and will communicate these initiatives to the organization</b>		
First and Last Name	Scott Cornelius	
Job Title	Controller	
Phone Number	336-722-5181 ext. 195	
Fax Number	336-761-1334	
E-Mail Address	scornelius@dizeco.com	
Address (if different from above)		

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BIDDER: The Dize Company**SERVICE**

Names, addresses and telephone numbers of representatives who will render services under this contract.

Name	Bobby Brown		
Address	178 E. Brandywine Circle	Phone	910-686-0775
City, State, Zip	Wilmington, NC 28411	Fax	910-686-0775
Contact	Bobby Brown		

Name	Sisters Two Draperies		
Address	813 D Street	Phone	252-633-0476
City, State, Zip	Bridgeton, NC 28519	Fax	252-636-3614
Contact	Jimmie Murphy		

Name	Randy Walker		
Address	203 W. Main Street	Phone	252-945-3453
City, State, Zip	Washington, NC 27889	Fax	
Contact	Randy Walker		

Name	The Dize Company		
Address	1512 South Main Street	Phone	336-978-8119
City, State, Zip	Winston-Salem, NC 27127	Fax	336-761-1334
Contact	Floyd Mabe		

Name	The Dize Company		
Address	1512 South Main Street	Phone	336-971-4655
City, State, Zip	Winston-Salem, NC 27127	Fax	336-722-5075
Contact	Rodney Phillips		

Name	The Dize Company		
Address	1512 South Main Street	Phone	336-971-4654
City, State, Zip	Winston-Salem, NC 27127	Fax	336-722-5075
Contact	Will Saunders		

Product information telephone number: 800-583-8243 ext. 149

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BIDDER: The Dize Company**SERVICE**

Names, addresses and telephone numbers of representatives who will render services under this contract:

Name	The Dize Company		
Address	1512 South Main Street	Phone	336-816-3184
City, State, Zip	Winston-Salem, NC 27127	Fax	336-722-5075
Contact	Bob Richardson		

Name	O.E. Enterprises		
Address	1322 Jackson Street	Phone	336-336-260-9662
City, State, Zip	Burlington, NC 27217		
Contact	Calvin Jones		

Name	Express Blinds		
Address	P. O. Box 1608	Phone	980-721-6553
City, State, Zip	Statesville, NC 28687		
Contact	Wanda Bradley		

Name	AAA Blinds		
Address	3862 Thomas Cline Drive	Phone	828-413-4525
City, State, Zip	Morganton, NC 28655	Fax	828-437-0602
Contact	Tim Cline		

Name	Custom Window Coverings		
Address	5741 Groometown Road	Phone	336-272-7990
City, State, Zip	Archdale, NC 27263	Fax	336-272-7989
Contact	Chris Hall		

Name	Blinds All-American		
Address	6511 Windy Creek Way	Phone	910-551-9315
City, State, Zip	Fayetteville, NC 28306		
Contact	Sheldon Mullett		

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BIDDER: The Dize Company

QUESTIONNAIRE

THE FOLLOWING MUST BE FILLED IN BY THE BIDDER

**SERVICE**

Names, addresses and telephone numbers of representatives who will render services under this contract (Use additional sheets if necessary):

Name	Sheila Simmons	Phone	336-722-5181 ext 149
Address	1512 South Main Street	Fax	336-761-1334
City, State, Zip	Winston-Salem, NC 27127	Email	ssimmons@dizeco.com

Name	Wanda Smith	Phone	336-722-5181 ext. 102
Address	1512 South Main Street	Fax	336-761-1334
City, State, Zip	Winston-Salem, NC 27127	Email	wsmith@dizeco.com

Name	Chad Kurczewski	Phone	336-722-5181 ext. 109
Address	1512 South Main Street	Fax	336-761-1334
City, State, Zip	Winston-Salem, NC 27127	Email	chadk@dizeco.com

Name	Floyd Mabe	Phone	336-722-5181
Address	1512 South Main Street	Fax	336-761-1334
City, State, Zip	Winston-Salem, NC 27127	Email	dize@dizeco.com

1) Are your installers full time employees of your company or will the installations be subcontracted? Explain in detail;  
of the 12 installers, 4 are full time employees of The Dize Company and 8

are independent installers located throughout NC. All long term relationships.

2) Show below the location of the plant facility where component assembly and repair work is to be performed.  
Middleton, WI    Victoria, Mexico    Winston-Salem, NC

3) Show below the location where blinds furnished under this contract are manufactured.

Middleton, WI or Victoria, Mexico

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BIDDER: The Dize Company

## ORDERING INFORMATION:

List the authorized dealers that will service this contract (Use additional sheets if necessary):

Name	The Dize Company	FID #	56-1521484
Address	1512 South Main Street	Phone	336-722-5181
City, State, Zip	Winston-Salem, NC 27127	Fax	336-761-1334
Contact	Sheila Simmons	Email	ssimmons@dizeco.com

Name	The Dize Company	FID #	56-152-1484
Address	1512 South Main Street	Phone	336-722-5181
City, State, Zip	Winston-Salem, NC 27127	Fax	336-761-1334
Contact	Wanda Smith	Email	wsmith@dizeco.com

Name	The Dize Company	FID #	56-152-1484
Address	1512 South Main Street	Phone	336-722-5181
City, State, Zip	Winston-Salem, NC 27127	Fax	336-761-1334
Contact	Chad Kurczewski	Email	chadk@dizeco.com

Name	All ordering of blinds will be done at the	FID #	
Address	Company headquarters in Winston-Salem	Phone	
City, State, Zip	NC	Fax	
Contact		Email	

Name		FID #	
Address		Phone	
City, State, Zip		Fax	
Contact		Email	

Name		FID #	
Address		Phone	
City, State, Zip		Fax	
Contact		Email	

Product information telephone number: 800-583-8243 ext 149

## 19. Minimum Installation Charge Per Location\*

The contractor shall invoice at the actual installation cost of the blinds, per location.

The minimum installation charge shall apply only in cases where the installation cost of the blinds exceeds the minimum installation charge.

\*Location is defined as one or more buildings within close proximity to one another requiring installation service. The minimum installation charge is not intended to apply to each building at a single location. When installation can be completed at more than one building, and it is not necessary for the installer's equipment to be transported by vehicle between the installation sites, only one minimum installation charge should be applied.

## 20. Warranty

The contractor(s) guarantees items offered to be free from any and all defects in material, packaging and workmanship and agrees to replace defective items promptly at no charge to the State for a period of 5 years from date of acceptance. Such replacement shall include parts, freight, labor, and round-trip travel to the user's site, which will be the responsibility of the contractor. The contractor(s) also guarantees installation of blinds for 5 years.

## 21. Price Lists and Catalogs

The successful contractor must furnish descriptive literature/color charts to any agency within five (5) business days after request of the agency. Failure to comply with this requirement may subject the contractor to removal from the contract.

## 22. Contractors

All known minority, women and disabled owned businesses, as well as disabled business enterprises and nonprofit work centers for the blind and severely disabled, including dealers, will be identified with "Minority owned" "Woman owned", "Disabled Owned", "DBE" or "BSD" as appropriate after the vendor number. This is being done in an effort to recognize these businesses and to encourage and promote their use to the greatest extent permitted by law.

When more than one supplier is listed for a particular item, selection should be made, whenever possible, from any of the groups identified above, consistent with agency needs and price considerations.

Contractor Name Federal ID Number	Address	Contact Person E-Mail Address	Phone and Fax #
The Dize Company	1512 South Main Street Winston-Salem, NC 27127	Wanda Smith <a href="mailto:wsmith@dizeco.com">wsmith@dizeco.com</a>	800 583-8243 Phone 336-761-1334 Fax
Commonwealth Blinds & Shades	121F Majestic Way Court Kernersville, NC 27284	Tammy Deal <a href="mailto:tammyd@commonwealthblinds.com">tammyd@commonwealthblinds.com</a>	336-992-5212 336-992-5213 Fax

## 23. Contract Addenda

Addendum #	Effective Date	Change
1	June 3, 2015	New pricing:  CD80 1" Mini Aluminum Blinds - \$2.34 per square foot H2TN 2" Aluminum School Blinds - \$3.97 per square foot
2	June 16, 2016	Bid Extension
3	October 20, 2016	Bid Extension